



**The Bureau of Industry and Security and  
the Directorate of Defense Trade Controls  
in Collaboration with the  
Professional Association of Exporters and Imports  
are proud to offer  
“Complying with the International Traffic in Arms Regulations”  
Friday, September 14, 2012  
Milpitas, California**

In cooperation with the U.S. Department of State, Directorate of Defense Trade Controls (DDTC), BIS periodically collaborates to conduct seminars examining the International Traffic in Arms Regulations (ITAR).

This is a full day program designed for those who export or temporarily import defense articles, defense services, or technical data. This is a basic/introductory level program intended to enhance the understanding of participants concerning the role of the DDTC in licensing exports (and temporary imports) of technical data, defense articles, and defense services covered by the United States Munitions List (USML). Specific topics to be covered will include an overview of DDTC; commodity jurisdiction; registration and eligibility; license preparation; license review process; agreements preparation; ITAR exemptions and a compliance overview. While not required, previous completion of a BIS “Complying with U.S. Export Controls” seminar is strongly recommended.

**Instructors:** The instructors are export policy and licensing specialists from Department of State’s Directorate for Defense Trade Controls in Washington D.C. The instructors will be available throughout the seminar to answer questions on how the export regulations affect the export activities of your organization or client. In addition, BIS export counselors will also be available to answer questions concerning Commerce export controls.

**Location, Time:** Crowne Plaza San Jose/Silicon Valley, 777 Bellew Drive, Milpitas, CA 95035. Registration and a continental breakfast begins at 7:30 a.m. The program begins at 8:30 a.m. and ends at 4:30 p.m.

**MCLE Credit:** The Western Regional Office of the Department of Commerce, Bureau of Industry and Security is a California State Bar approved MCLE provider. The amount of credit varies with the length of the particular seminar.

**Americans with Disabilities Act:** If special arrangements are required to attend this program, please notify PAEI at least one week prior to the event.

**Accommodations:** Please make your room reservations directly with the Crowne Plaza by calling (888) 233-9527 or [www.crowneplaza.com](http://www.crowneplaza.com) (use group name “Professional Association of Exporters and Importers” to receive a special conference rate. Rooms must be reserved by August 22, 2012 to receive the “PAEI” discounted rate of \$159. After August 22, 2012, the room rate will increase to \$199 per night. Complimentary shuttle transportation to and from San Jose International airport and complimentary parking at the Crowne Plaza Hotel is available.

**Registration:** Cost of this seminar is \$325, which includes breakfast, lunch, and training materials. No telephone or fax registration reservations will be accepted. Checks will not be accepted for registration. All registration for this event must be paid in advance and processed using a credit card on-line at <http://acteva.com/booking>. Last day to register is Friday, August 31, 2012. REGISTER NOW! NO refund for cancellations made after Friday, August 31, 2012. PAEI Tax ID: 680117035. For registration questions, please contact Wanda Gilmore, (408) 532-7234, [paeiadmin@paei.org](mailto:paeiadmin@paei.org).

**Topic Questions:** Please contact BIS, Western Regional Office, at (949) 660-0144 or (408) 998-8806 or by email ([deborah.golden@bis.doc.gov](mailto:deborah.golden@bis.doc.gov)).